

## **Collaborative Process Addendum**

1. On December 11, 2002, the City of Cupertino funded, and together with the SCVWD convened, a meeting to discuss the initiation of a collaborative process to address resource protection goals, and potential jurisdictional conflicts associated with achieving those goals. Planning and Public Works officials from Local Agencies were invited to the meeting, as well as numerous representatives of other governmental and non-governmental organizations and stakeholders with interests in water and watershed resources protection. CONCUR, Inc., ("CONCUR") an environmental mediation firm with experience in facilitating multi-stakeholder processes, was invited to give a presentation concerning collaborative processes, and to answer questions regarding possible options for convening and conducting a formal collaborative process addressing identified concerns and issues.
2. Cupertino Vice-Mayor Sandra James opened that meeting, and following introductory remarks by Cupertino Public Works Director Ralph Qualls and SCVWD CEO Stan Williams, CONCUR Principal Scott McCreary outlined potential advantages of a facilitated, collaborative approach to coordinating the interests of the SCVWD, Local Agencies and interested stakeholders. At the conclusion of that meeting, the SCVWD agreed to consider funding a Situation Assessment, to be conducted by CONCUR for presentation at a further meeting on January 16, 2003.  
  
As explained during the meeting, the Situation Assessment would be based upon as many interviews of key participants at the December 11 meeting as possible, and its conclusions would be summarized in a Convening Report. The Convening Report would include recommendations concerning the amenability of controversy to collaborative solution, and options and recommendations for the composition and general mission of a collaborative process. A Steering Committee was designated to work on administrative details in the meantime, and to provide preliminary revision and comment on the Draft Convening Report, Meeting Agendas, and other CONCUR work products. The Steering Committee continued to serve in this capacity throughout the Collaborative's proceedings.
3. On January 16, 2003, the Convening Report was presented, and the composition and general mission of a collaborative were agreed upon, to be funded by the SCVWD. The decision to formally convene a collaborative was made by the consensus decision of the participants at that meeting, which again included Planning and Public Works officials from Local Agencies, as well as representatives of other governmental and non-governmental organizations and stakeholders.
4. In order to compose the membership of the Collaborative, SCVWD CEO Stanley M. Williams sent letters to the City Managers/County Executive of the Cities and County, as well as the San Francisco Bay Regional Water Quality Control Board and the GCRCD, inviting their participation, and requesting the formal designation of

representatives to the Collaborative. Interested representatives of the Santa Clara County Farm Bureau, Environmental/Community Interests, Business/Development Interests, and Property Owner Interests who had participated in initial meetings were invited to “self select” appropriate representatives to serve on the Collaborative.

5. On May 22, 2003, based upon its work to date, the Collaborative ratified a document entitled “Elements of Collaborative Agreement,” (Attachment D), which outlined Foundational Principles and Key Elements upon which an agreement among its members could be based.
6. On June 26, 2003, the Collaborative reviewed and revised the specific language of this Memorandum, which is based upon the ratified “Elements of Collaborative Agreement.” The Collaborative also reviewed and revised a uniform Resolution to accompany the Agreement for the consideration of the governing bodies and/or constituencies of the Collaborative members.